



<b>Classification:</b> Energy Resources Specialist III (Managerial)	<b>Position No.</b> 410-4805-001
<b>CBID:</b> M10	<b>Office:</b> Appliances
<b>Date Prepared:</b> November 15, 2018	<b>Division:</b> Efficiency
<b>KEY: (E) IS ESSENTIAL, (M) IS MARGINAL</b>	

The Energy Resources Specialist III (Managerial) is under the general direction of the Deputy Director of the Efficiency Division. The incumbent manages and directs a multidisciplinary staff and has major program responsibilities in the more complex and technical functional areas of evaluation, analysis, and regulations for energy and water appliances efficiency. The Energy Resources Specialist III (Managerial) advises the Deputy Director, Executive Director, and Commissioners on a broad range of efficiency issues and serves as the Commission's representative on various regional, national, professional, and governmental bodies that significantly influence the state's energy efficiency policies related to the regulation of appliances in California.

**WORKING CONDITIONS:** The work is performed primarily in an office, conference room, and hearing room environment. It may require standing and walking, as well as sitting for long periods of time. Some travel is required to attend off-site meetings or participate in conferences, workshops, and hearings. Additional hours beyond an eight-hour workday or 40-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as Microsoft Office (Word, Excel, Outlook, and PowerPoint), WebEx, and Internet browsers.

#### **DUTIES AND RESPONSIBILITIES:**

- 40% Oversees the development and implementation of the state appliance efficiency program, including strategic planning related to which mechanical and electrical appliances to regulate, the rulemaking process for appliance standards, industry stakeholder engagement, outreach and education to manufacturers and distributors, and interaction with the federal appliance efficiency program. (E)
- 20% Plans, organizes, and directs the work of a professional staff of engineers and scientists engaged in developing and implementing the appliance efficiency program, including the Modernized Appliance Efficiency Database System (MAEDbS) certification program. Develop the knowledge, skills, and abilities of supervisors and senior staff. (E)
- 20% Oversees the MAEDbS certification program, including funding resources for database enhancements and maintenance, implementing those enhancements, and maintaining the certification database. (E)



- 15% Represents the Commission in presentations, briefings, and meetings; and maintains high level liaison with the U.S. Department of Energy, utilities, state and local government agencies, industry organizations, and the public affected by the implementation of various appliance efficiency regulations. (E)
- 5% Performs other duties as required consistent with the specifications of this classification. (M)

SIGNATURES	
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position	
<div> <div></div> <div> <b>Vacant</b> </div> <div> Date </div> </div> <div> Energy Resources Specialist III (Managerial) </div>	<div> <div></div> <div> <b>Kristen Driskell</b> </div> <div> Date </div> </div> <div> Deputy Director </div>